

## **The Department of the Army**

### **JOB OPPORTUNITY ANNOUNCEMENT DQF40005**

**OPENING DATE:** 20 February 2004

**CLOSING DATE:** 2 April 2004

**Pay Plan-Series:** AD-101

**Grade:** 00

**Current Status:** Open, Active

**Comments:** This is a United States Army War College civilian faculty position as provided under Title 10. Initial appointment will be for up to three years, the first year of which will be probationary. Appointments may be renewed in one- to five-year increments thereafter.

**TITLE:** Director of Research

**SALARY:** Negotiable.

**REGION:** Northeast

**ORGANIZATION:** United States Army War College, Strategic Studies Institute, Carlisle Barracks, Carlisle, Pennsylvania 17013-5244

**Area of Consideration:** All sources

#### **DUTIES:**

Supports the Director of the United States Army War College (USAWC) Strategic Studies Institutes (SSI) in encouraging scholarly research and publication by College faculty, staff, and students. Instructs and mentors faculty, staff, and students in the publication of their research to include: advice on research design and methods, advice on the analytical and writing processes, peer review of manuscripts, advice on appropriate publication venues. Serves as Secretary of the Research and Publication Board and maintains the USAWC Research Data Base. Administers the USAWC Faculty Research Grant Program and the USAWC External Research Associate Program. Manages the USAWC Key Strategic Issues List to include coordination with the Army Staff, Joint Staff, Office of the Secretary of Defense, combatant commands, and Army MACOMS, ensuring that their strategic research interests are reflected in the list and that research products are provided to sponsors, as appropriate. Conducts seminars and courses and develops guidebooks on research and publication for USAWC personnel. Compiles and drafts an annual report from the Director, Strategic Studies Institute (SSI) to the Commandant on research and publication at USAWC, which includes recommendations on ways to make this process more effective and relevant to the Army's senior leaders. Compiles and publishes a quarterly USAWC Research and Publication Newsletter to help researchers better coordinate their efforts. Represents USAWC in the Army research and analysis community. Helps the USAWC develop more effective ways of reaching key audiences via research and publication. Sustains an active personal research and publication agenda.

## **QUALIFICATION REQUIREMENTS:**

Selective Placement Factors/Knowledge Skills and Abilities (KSAs):

Applicants will be rated on the basis of the criteria listed below by a panel of subject matter experts appointed for the purpose of identifying the best-qualified candidates.

The following qualifications are required:

1. An in-depth knowledge of the literature dealing with national security policy, military strategy, strategic leadership, and Army issues, as well as the procedures for successful publication in these venues.
2. A demonstrated understanding of national security, strategic leadership, and military strategy issues, their impact on the Army, and the research methodology needed to analyze relevant issues.
3. Well established contacts throughout the national security studies community.
4. Leadership, managerial and interpersonal communications skills.
5. Extensive strategic research experience and a substantial record of successful publication.

The following qualifications are highly desirable:

1. An advanced degree in a discipline relevant to the mission of the U.S. Army War College.
2. A doctorate in a discipline relevant to the mission of the U.S. Army War College
3. Information technology skills that would promote the War College's expansion into new information markets and new forms of publication electronically.

## **HOW TO APPLY:**

Application/resume deadline: Application/resume must be received by the closing date of the Vacancy Announcement. Mail a curriculum vitae or resume, which addresses the KSAs along with one recent publication to:

LTC Raymond A Millen  
Strategic Studies Institute  
U.S. Army War College  
Carlisle Barracks, PA 17013-5244  
(717) 245-2503  
Fax (717) 245-3820

Email: Raymond.Millen@carlisle.army.mil

Received material postmarked or emailed after 2 April 2004 cannot be considered.  
Only material listed above will be considered as part of the application.

**OTHER INFORMATION:**

-Permanent Change of Station(PCS) expenses will be authorized

**OTHER REQUIREMENTS:**

- Must have or be able to obtain a Top Secret security clearance.
- You will be required to provide proof of U.S. citizenship.
- Official college or university transcript must be submitted with your resume.
- Must be physically able and willing to travel frequently worldwide.
- Direct Deposit: As a condition of employment, candidates appointed competitively, promoted or reassigned are required to enroll and participate in Direct Deposit/Electronic Funds Transfer within 60 days following the effective date of that action.
- Male Applicants born after December 31, 1959 are required to complete a pre-employment Certification Statement for Selective Service registration prior to appointment. Failure to comply may be grounds for withdrawal of an offer of employment, or dismissal after appointment.
- The United States Army War College is an Equal Opportunity Employer. Women and minorities are encouraged to apply.